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Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director for Operations

DATE: 9 June 1958

FROM : Acting Chief, Foreign Documents Division, OO

SUBJECT: FDD Monthly Progress Report -- May 1958

ADMINISTRATION

25X1A

1. The number of personnel charged against ceiling as of 31 May was [REDACTED]

2. Final approval of the FDD reorganization was received on 27 May.

3. Agreement was reached whereby [REDACTED] will handle the unclassified translation needs of NSA on a reimbursable basis.

STATSPEC

4. A memorandum regarding termination of contracts at the close of FY-58 with four contractual employees was forwarded to those Agency offices concerned.

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5. [REDACTED] attended a budgetary conference [REDACTED] on 5-6 May. 25X1A

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6. [REDACTED] completed a seven-month course in Uzbek.

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[REDACTED] OTR, presented the course on Party Organization and Operations in FDD for 20 personnel from 5 to 29 May.

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7. At the close of the month, [REDACTED] assumed his duties as Acting Chief, [REDACTED]

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8. The first award in the Division under the Language Development Program was announced for [REDACTED] in Rumanian.

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9. Records Management Staff informed the Division that Office of Logistics had approved the purchase of two Roto-File units for the purpose of mechanizing, and thus accelerating, the Consolidated Translation Survey Index operation. Installed in the new vault area, previously approved, use of these Roto-Files will eliminate 12 five-drawer safes.

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OPERATIONS

1. Reference to the CTS Index prevented 155 cases of duplication totaling 7,201 pages.

2. Commendations received in the Division during the month included appreciation for scheduled reporting on Soviet military activity and thanks for an urgent week-end translation effort by six Russian-language experts.

3. Extra-CIA liaison during May included refinement of requirements for NIS material on China.

4. Special linguistic support was furnished the DD/P area in Arabic, German, and Rumanian; Polish and Rumanian films were monitored for Graphics Register; [REDACTED]

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5. Two new FDD scheduled Summary reports were inaugurated during the month: "Sino-Soviet Bloc Scientific Information" (monthly, CONFIDENTIAL) and the "Eastern Europe Press Survey" (weekly, FOR OFFICIAL USE ONLY).

6. Outstanding reports:

FDD Summary 1748 -- USSR 1957 Economic Reorganization Legislation and Resulting Changes in State Structure (compilation of pertinent legislation and analysis of its implication for past and present USSR state structure)

FDD Summary 1745 -- Weekly Information Report on Communist China (200) (comments on Kiangsi's implementation of the "san-pien" three change -- movement in agricultural production [REDACTED])

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[REDACTED]
Acting Chief, Foreign Documents Division

Enclosures:

1. Statistical Report on FDD Operations
2. Details of Personnel Actions

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